

FEDERAL PROGRAMS

Calendar of Things-to-Do

January

LEA Plan revised 2003

Current Schoolwide Plan(s) revised 2003

February

Application amendment needed?

Federal Programs' Evaluation Scan Sheets mailed to districts

Preschool Inventory Assessment Scan Sheets mailed to districts

Even-number years – Safe & Drug-Free Schools & Communities (SDFSC) survey given

March

31 – Last day to order materials and supplies

Program needs assessment conducted?

April

30 – Deadline for application amendments

Annual program evaluations

CSIP and plans revised based on evaluations and needs assessments

Hold Titles I.A, IV.A, and V. committee meetings

Even-number years – SDFSC Survey results to district

May

15 – Federal Programs Final Expenditure Report (FER) due

Current Schoolwide Plan(s) revisions due for 2003-04

Compile numbers and data for application

Collect teacher checklists for students who may be eligible for Title I services

Hold meetings with nonpublics to plan for application

Single-Funding Certification Form signed

June

28 – Neglected or Delinquent report of expenditures and services due

Preschool Inventory Assessment Scan Sheets due

Submit Consolidated Federal Programs Application

July

1 – Deadline to return Federal Programs' Evaluation Scan Sheets

1 – First day of new Fiscal Year

31 – Title I Summer School membership and attendance hours due

Consolidated Federal Programs Application submitted?

August

Disseminate: Federal Programs Complaint Procedures

Parents' Right-to-Know

Parental Permission Forms for SDFSC survey (odd-number years)

Odd-number years – SDFSC Survey packet sent to schools

September

30 – Last day to obligate Title I and Title IV.A excess carryover

Self-Monitoring Checklist submitted by this year's MSIP districts

Parent-School-Student Compacts signed

Nonpublic Forms packet sent to districts and nonpublics

October

15 – Title I.C report of expenditures and obligations due

25 – 9/30 Report of expenditures and obligations due

31 – Nonpublic Forms due

Preschool Inventory Assessment workshops conducted

Needs assessment conducted?

Odd-number years – SDFSC Survey Order Form due

November

30 – Neglected or Delinquent survey of children in local institutions or in
correctional institutions due

Application amendment needed?

December

Single-Funding Certification Form signed

Other Things-to-Do / Notes to Myself
